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## PROCEEDINGS OF THE MANISTEE CITY COUNCIL – MARCH 3, 2015

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A regular meeting of the Manistee City Council was called to order by her honor, Mayor Colleen Kenny on Tuesday, March 3, 2015 at 7:00 p.m. in the City Hall Council Chambers, 70 Maple Street, followed by the Pledge of Allegiance.

PRESENT: Colleen Kenny, Edward Cote, Roger Zielinski, Robert Goodspeed, James Smith, Mark Wittlieff, and Eric Gustad.

ALSO PRESENT: City Manager – Mitch Deisch, City Attorney – George Saylor, Deputy City Clerk – Mary Bachman, DPW Director – Jeff Mikula, Finance Director – Ed Bradford, Public Safety Director – Dave Bachman, City Engineer – Shawn Middleton / Spicer Group, and Planning & Zoning Administrator – Denise Blakeslee.

### CITIZEN COMMENTS ON AGENDA RELATED ITEMS.

*None received.*

### CONSENT AGENDA.

- Minutes - February 17, 2015 - Regular Meeting
- Payroll - February 16 - March 1, 2015 - \$ 127,358.68
- Cash Balances Report - January 2015
- Notification Regarding Next Work Session – March 10, 2015  
A discussion will be conducted on the Council Strategic Plan, discussion on Ramsdell Theatre; and such business as may come before the Council.

MOTION by Gustad, second by Goodspeed to approve the Consent Agenda as presented.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Cote, Zielinski, Goodspeed, Smith, Wittlieff, and Gustad

NAYS: None

### CONSIDERATION OF LOCAL REVENUE SHARING BOARD GRANT APPLICATIONS.

The Local Revenue Sharing Board (LRSB) distributes 2% money from the Little River Casino. The deadline for 2015 Cycle I applications is Friday, March 6, 2015 at 5:00 p.m. City staff has prepared three grant applications for submission to the Local Revenue Sharing Board. Council has requested an opportunity to approve individual grant applications. This agenda item will include three separate motions, one for each grant application.

MOTION by Smith, second by Cote to authorize the submission of a grant application to the Local Revenue Sharing Board for the DXE Heart Monitor for the Rescue Unit in the amount of \$15,000.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Cote, Zielinski, Goodspeed, Smith, Wittlieff, and Gustad  
NAYS: None

MOTION by Smith, second by Cote to authorize the submission of a grant application to the Local Revenue Sharing Board for tuition to educate one EMT-Basic to the level of Paramedic in the amount of \$12,000.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Cote, Zielinski, Goodspeed, Smith, Wittlieff, and Gustad  
NAYS: None

MOTION by Gustad, second by Wittlieff to authorize the submission of a grant application to the Local Revenue Sharing Board for two Tactical Ballistic Vests in the amount of \$3,000.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Cote, Zielinski, Goodspeed, Smith, Wittlieff, and Gustad  
NAYS: None

**CONSIDERATION OF A RESOLUTION OF SUPPORT, REDEVELOPMENT READY COMMUNITIES CERTIFICATION.**

In February 2014 the City applied to be part of the Redevelopment Ready Communities program. The kickoff presentation was held July 2014, staff attended the best practices training, and an evaluation was conducted. On February 17, 2015 staff from the Michigan Economic Development Corporation (MEDC) presented the Report of Findings to City Council. The next step in the certification process is for City Council to adopt a resolution of support to proceed.

MOTION by Gustad, second by Zielinski to adopt a resolution authorizing the implementation of recommendations necessary to receive Redevelopment Ready Communities Certification from the Michigan Economic Development Corporation.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Cote, Zielinski, Goodspeed, Smith, Wittlieff, and Gustad  
NAYS: None

**CONSIDERATION OF PURCHASING A PORTABLE PUMP.**

The Water and Sewer Departments have been implementing a plan to provide redundancy for its critical components. This portable pump station will be used in the event of a pump failure,

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communications failure, WWTP maintenance, and water main breaks. The pump purchase was anticipated by the recent bond sale; however, it has since been removed. The utility departments place this purchase as a high priority and several items in the current budget will be deferred to allow for the purchase at this time.

MOTION by Gustad, second by Goodspeed to approve the purchase of the Pioneer Portable Pump from Kennedy Industries in the amount of \$43,015. Discussion followed.

With a roll call vote this motion passed.

AYES: Kenny, Cote, Zielinski, Smith, Wittlieff, and Gustad

NAYS: Goodspeed

### **CONSIDERATION OF INTRODUCING ORDINANCE 15-02, CHAPTER 1420, BUILDING INSPECTIONS.**

The former Building Inspector retired on August 29, 2014. Administration reviewed options for providing building inspection services which included hiring a fulltime building inspector, contracting out building inspection services, or turning building inspections back over to the State Bureau of Construction Codes.

Based upon the amount of revenue being generated through building inspection permits and the fact that no Requests for Proposals were received in December 2014 to contract out building inspection services; administration determined that the best option was to return building inspection services back to the State Bureau of Construction Codes.

This ordinance has been reviewed and supported by the Council Ordinance Committee. As an ordinance two separate readings are required. If this ordinance is introduced at this time it could be adopted at the next regular meeting.

MOTION by Gustad, second by Wittlieff to introduce Ordinance 15-02 repealing Chapter 1420, transferring responsibility for the administration and enforcement of the building inspection provisions to the State Bureau of Construction Codes.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Cote, Zielinski, Goodspeed, Smith, Wittlieff, and Gustad

NAYS: None

### **CONSIDERATION OF INTRODUCING ORDINANCE 15-03, AMENDMENTS TO CHAPTER 1482, RESIDENTIAL RENTAL PROPERTIES.**

With the retirement of the former City Building Inspector in August 2014, City administration explored options to continue this service. Based upon research it was clear that contracting out rental inspections made the most financial sense. The ordinance amendments create a new definition of designated city official and allow greater flexibility for city personnel or contracted employees to

perform rental inspections.

This ordinance has been reviewed and supported by the Council Ordinance Committee. As an ordinance two separate readings are required. If this ordinance is introduced at this time it could be adopted at the next regular meeting.

MOTION by Gustad, second by Smith to introduce Ordinance 15-03 amending Chapter 1482, allowing flexibility to contract out rental inspection services.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Cote, Zielinski, Goodspeed, Smith, Wittlieff, and Gustad

NAYS: None

**CONSIDERATION OF APPLICATIONS TO BOARDS AND COMMISSIONS.**

The City Clerk has taken action to advertise vacancies on the Compensation Commission, Harbor Commission, Non-Motorized Transportation Committee, Parks & Beautification Commission, and the PEG Commission.

All appointments by the Mayor are subject to the Council’s approval, unless otherwise specified by statute or ordinance. Nominations for Council appointments do not require a second. After a member of Council nominates an individual for appointment, Council shall vote on the nomination. A majority vote in favor of placement of the nominee is required for appointment.

The following applications have been received:

**COMPENSATION COMMISSION.** One vacancy, term ending 09/30/19, applicants must be registered voters in the City, Mayoral appointment.

*None received*

**HARBOR COMMISSION.** One vacancy, term ending 10/31/15, Council appointment.

*None received*

**NON-MOTORIZED TRANSPORTATION COMMITTEE.** One two-year term ending 03/31/17, Mayoral appointment.

*None received*

**PARKS & BEAUTIFICATION COMMISSION.** One vacancy, term ending 06/30/17, applicants must be a City resident or own real estate/business/profession in the City, Mayoral appointment.

Danielle Wilkosz, 251 Seventh Street

Mayor Kenny appointed Ms. Danielle Wilkosz – 251 Seventh Street to the Parks & Beautification Commission for a term ending 06/30/17. MOTION by Gustad, second by Goodspeed to support the Mayor’s appointment.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Cote, Zielinski, Goodspeed, Smith, Wittlieff, and Gustad

NAYS: None

**PEG COMMISSION.** Two vacancies, one three-year term ending 12/31/17 and one unexpired term ending 12/31/15, applicants must be Manistee County residents, Council appointment.

*None received*

**A REPORT FROM THE MANISTEE RECREATION ASSOCIATION.**

Mr. Kenny Kott reported on the activities of the Manistee Recreation Association and responded to questions the Council had regarding their activities.

**PRESENTATION BY ALLIANCE FOR ECONOMIC SUCCESS, TAMARA BUSWINKA AND BETSY EVANS.**

**CITIZEN COMMENTS.**

Comments were received from:

- Jeremy Nowak – 383 Eleventh Street asked questions regarding the signatory statement attached to the ad hoc street committee document.
- Ed Seng – 440 E. Kott Road asked for updates on the development agreement.

**OFFICIALS AND STAFF.**

Deisch stated that Seng development is on the 3/17/15 Agenda for Council to discuss; the 3/10/15 Work Session is being held at the Ramdell Theatre at 7:00p.m.; City Marina is being opened for shower and restroom use to frozen water lead residents; bottled water has been ordered for the frozen water lead residents; letter has been drafted and sent to Filer Charter Township Supervisor Terry Walker; and currently two applications have been received for the City Assessor position.

Mikula updated the Council on the frozen water lead situation and answered questions they had.

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### **COUNCILMEMBERS.**

Gustad thanked the Fire, Police and DPW for a job well done on the Taylor Street Fire; also thanked the DPW for their work on the frozen water leads.

### **ADJOURN.**

MOTION to adjourn was made by Cote, second by Goodspeed. Meeting adjourned at 8:57 p.m.

Mary Bachman CMMC / LIA  
Deputy City Clerk/Payroll & Benefits